

REPEATING A COURSE

Approved by: Office of the Registrar | Office of Academic Affairs

History: N/A

Related Policies: Registration and Add/Drop (<http://catalog.stkate.edu/policies/stu-acad/grad/reg-add-drop>)

Related Forms, Procedures and References: Request an Override to Add a Course form (<https://www.stkate.edu/academics/academic-resources/registrar/forms>) (located on the Office of the Registrar forms page)

For Questions Contact: Office of the Registrar | 651.690.6531

Repeating a Course

Students must obtain permission from the department chair or program director to repeat a course. Permission is requested by submitting the Request an Override to Add a Course form, found on the Office of the Registrar Forms website (<https://www.stkate.edu/academics/academic-resources/registrar/forms>). (<https://www2.stkate.edu/registrar/forms>)

If a student completes (receives a grade in) a course at St. Catherine University and repeats the course at St. Catherine University, the most recent grade is counted toward the grade point average, although the previous grade remains on the transcript.